



ADEM

Individual Assistance Preliminary Damage Assessment FIELD GUIDE

TABLE OF CONTENTS

I. Fire Damage: Single Family Dwelling	9
II. Wind Damage: Single Family Dwelling ...	13
III. Wind Damage: Mobile Home	17
IV. Flood Damage: Single Family Dwelling ..	21
V. Flood Damage: Mobile Home	25

The Purpose of this Preliminary Damage Assessment Field Guide

This field guide has been designed to serve as a quick reference tool to be utilized when conducting local damage assessment for homes and businesses.

Inside you will find listed the *4 Degrees of Damage*; the State's criteria for seeking an Individual Assistance Declaration and tips--things to do, things to remember. In addition illustrations have been provided and offer examples of the different degrees of damage for wind, flood and fire.

Why Do Damage Assessment?

Conducting a damage assessment enables ADEM to:

- Determine the severity and magnitude of the event.
- Quantify homes and businesses impacted by the disaster.
- Determine whether state resources will be sufficient to effectively recover from the event.

Damage Assessment Must Be Detailed and Accurate

- The data collected will be analyzed to determine if supplemental assistance will be needed from Federal agencies.
- If necessary, the State will request a joint preliminary damage assessment with the Federal Emergency Management Agency (FEMA) and/or the Small Business Administration (SBA).

There are 4 degrees of damage:

- Destroyed
- Major
- Minor
- Affected

State's criteria for requesting Individual Assistance from FEMA and/or SBA.

SBA

“There must be a minimum of twenty-five (25) homes and/or businesses with a minimum of 40% uninsured *damages.”
13CFR 123.3(3)(i)

FEMA

44CFR206.48(b)

****Note: Uninsured or under insured for the type of event (i.e. flood and flood insurance)***

DO's

Conduct visual inspection to verify damages and document them.

Determine if the resident is primary.

Use good judgement when discussing damages with property owner, and manage their expectations.

Determine extent of insurance coverage (i.e., homeowner's policy vs. flood insurance).

Include impact to businesses in your survey.

Current assessment reports should be as accurate as possible. Exaggerating the amount of damage will be detrimental during a joint PDA.

REMEMBER

Focus on degrees of damage and habitability. Do not become preoccupied with property value.

Look for waterline or debris line to determine depth of water.

Only report disaster-related damages. Deferred maintenance and/or pre-existing damage should not be included in your assessment.

Based on criteria, make an informed judgment call.

PDA Process Flow Chart

- PDA Team Members Identified and Notified of Situation.
- PDA Team Member Internal Pre-deployment Briefing.
- County Officials PDA Orientation Meeting.
- Conduct PDA.
- PDA Out Briefing.
- PDA Recommendation for Next Steps.

FIRE DAMAGE: SINGLE FAMILY DWELLING



Examples:

- Some shingle damage
- Smoke damage
- Cosmetic damage to siding
- Repairable

AFFECTED

FIRE DAMAGE: SINGLE FAMILY DWELLING



Examples:

- One (1) wall damaged
- Section of roof missing or damaged

MINOR

FIRE DAMAGE: SINGLE FAMILY DWELLING



Examples:

- Substantial structural damage to walls, roof, etc.

MAJOR

FIRE DAMAGE: SINGLE FAMILY DWELLING

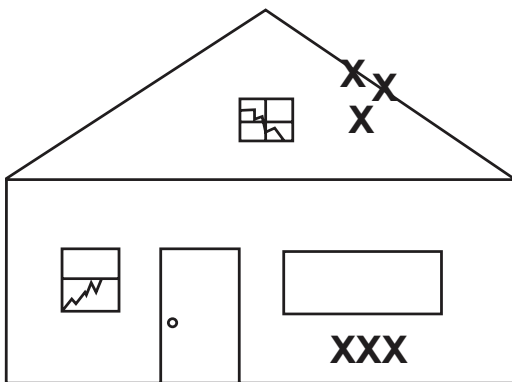


Examples:

- Total Loss
- Structure is compromised
- Not repairable

DESTROYED

WIND DAMAGE: SINGLE FAMILY DWELLING



Examples:

- Some shingle damage
- Few broken windows
- Cosmetic damage to siding
- Repairable

AFFECTED

WIND DAMAGE: SINGLE FAMILY DWELLING

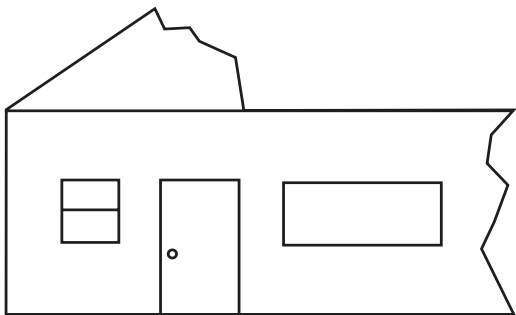


Examples:

- One (1) wall damaged
- Section of roof missing or damaged
- Repairable

MINOR

WIND DAMAGE: SINGLE FAMILY DWELLING

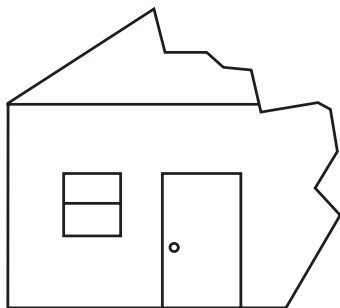


Examples:

- Substantial structural damage to walls, roof, etc.
- Repairable

MAJOR

WIND DAMAGE: SINGLE FAMILY DWELLING

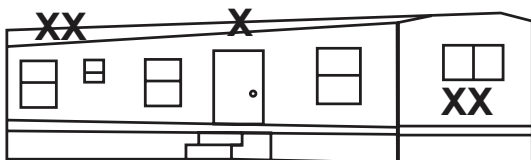


Examples:

- Total Loss
- Structure is compromised
- Not repairable

DESTROYED

WIND DAMAGE: MOBILE HOME

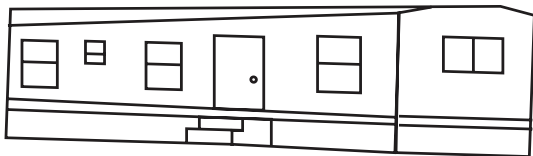


Examples:

- Minor dents to roof or siding

AFFECTED

WIND DAMAGE: MOBILE HOME

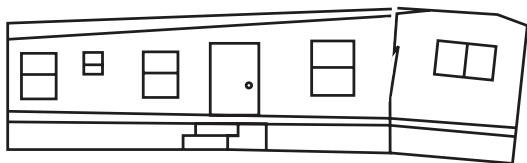


Examples:

- Utility connections broken
- Slight movement on piers/
foundation

MINOR

WIND DAMAGE: MOBILE HOME

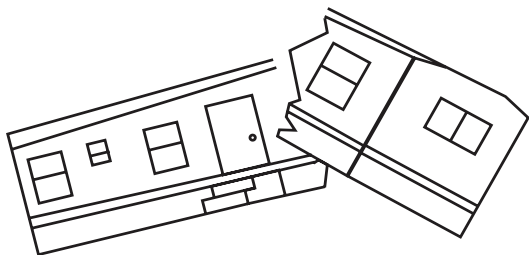


Examples:

- Wall and roof damage
- Shifted on piers/foundation

MAJOR

WIND DAMAGE: MOBILE HOME

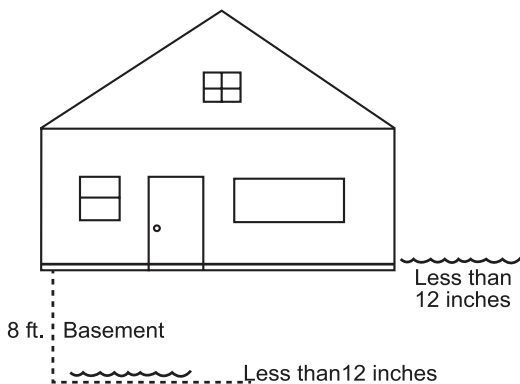


Examples:

- Total Loss
- Bent Frame
- Buckled walls, roof

DESTROYED

FLOOD DAMAGE: SINGLE FAMILY DWELLING

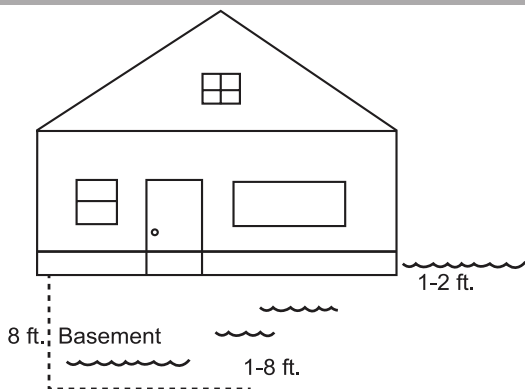


Examples:

- Without basement: less than 12 inches on 1st floor
- With basement: less than 12 inches
- No structure damage

AFFECTED

FLOOD DAMAGE: SINGLE FAMILY DWELLING

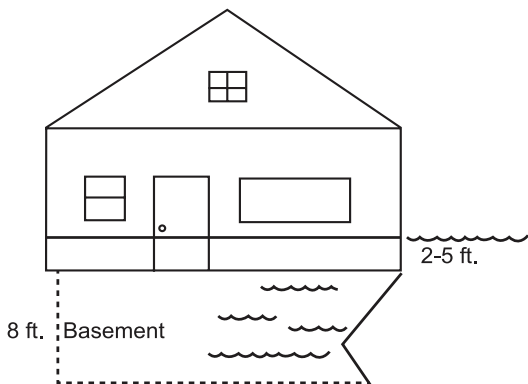


Examples:

- Without basement: 1-2 feet of water on 1st floor
- With basement: 1-8 feet
- If the water goes above the electric outlets or heating/AC vents, then it should be counted as a major

MINOR

FLOOD DAMAGE: SINGLE FAMILY DWELLING

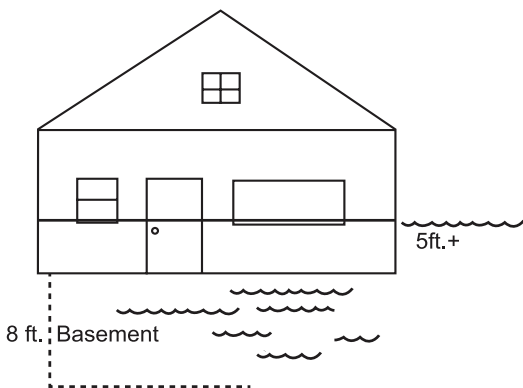


Examples:

- Without basement: 2-5 feet of water on 1st floor
- With basement: over 8 feet
- Collapsed basement wall(s)

MAJOR

FLOOD DAMAGE: SINGLE FAMILY DWELLING

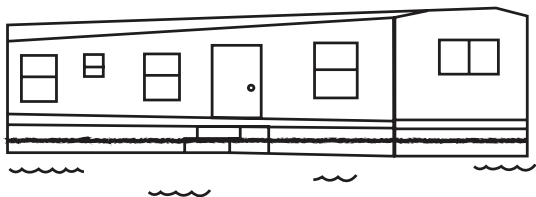


Examples:

- Over 5 feet of water on 1st floor
- Basement full and over 2 feet of water on 1st floor

DESTROYED

FLOOD DAMAGE: MOBILE HOME

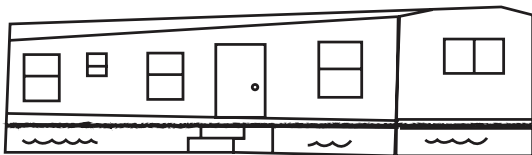


Examples:

- Water standing under or around mobile home, but not touching the bottom board
- Indication of water being around mobile home, but not touching the bottom board following a flash flood

AFFECTED

FLOOD DAMAGE: MOBILE HOME

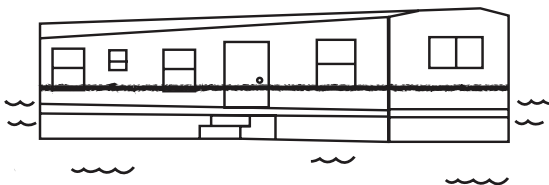


Examples:

- Utilities flooded
- Piers/foundation shifted
- Water touched or soaked at the bottom board, but did not enter the primary living area

MINOR

FLOOD DAMAGE: MOBILE HOME

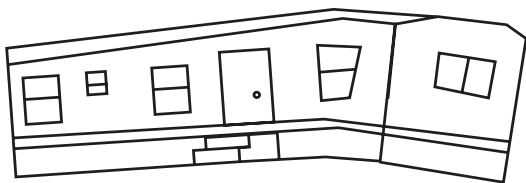


Examples:

- Water soaked bottom board and the primary living area
- Piers/foundation washed out or away

MAJOR

FLOOD DAMAGE: MOBILE HOME



Examples:

- Washed off piers/foundation
- Frame bent or twisted
- Mobile home has turned over on its side/top
- 4 feet + water above floor level

DESTROYED

Arizona Division of Emergency Management
Recovery Section
5636 E. McDowell Rd.
Phoenix, AZ 85008
602-244-0504
800-411-2336

www.dem.azdema.gov

March 2008